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JAN 31 1950

Chief, Physical Security Branch

Chief, Security Control Staff

-Revising CIA Security Regulations Manual.

REFERENCE: Memorandum from Chief, Physical Security Branch to Chief, Security Control Staff, dated 28 December 1949, Subject as Above.

1. In accordance with the request of the reference, Paragraphs 1 to 3 inclusive of the CIA Security Regulations have been reviewed. No recommendations are offered with respect to Paragraphs 1, 2, 3c., and the Foreword under 3, except that reference to "CIC" shall be changed in each instance to "CIA".

2. It is recommended that the following be inserted in place of the present Paragraphs 3a. and 3b.

a. Publications and Utterances Relating to Intelligence

Except by special direction or authorization in the name of the Director, no person employed by, or assigned to the Central Intelligence Agency shall publicly make a speech, read a paper, or write for publication, the subject matter of which relates to intelligence or to the organization and functions of the CIA or other intelligence agencies.

b. Other Publications, Activities and Utterances

Clearances must be obtained by written application with respect to addresses and publications believed to lie outside the prohibition set forth in subparagraph "a" above. Such applications shall enclose, in appropriate cases, the actual text of the proposed address or publication. Clearances will also be obtained with respect to completing questionnaires and membership applications where information regarding present employment is sought; teaching or studying unofficial courses; attending conventions; engaging in private foreign travel for personal reasons; serving jury duty; and privately sponsoring the entry of aliens into the United States. Applications shall be addressed to the Chief, Inspection and Security Staff, through the appropriate Assistant Director or Staff Chief. Burden of proof that classified information will not be divulged rests with the applicant. Further, the applicant must establish that material to be publicized and the circumstances thereof do not involve controversial matters of national importance which might tend to disclose the author's official position and duties or appear to indicate by inference an official policy of CIA.

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This paragraph does not apply to extemporaneous addresses arising from requests which would be embarrassing to refuse, so long as CIA personnel so called upon discuss subjects which are in no way allied to activities of the CIA, and so long as neither the speakers' connection with CIA nor the subject of intelligence, nor national policy matters are mentioned.

SIGNED

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Chief, Security Control Staff

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CVB/jel  
30 Jan 1950

cc: Chrono  
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# Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Inspection & Security Staff

FROM : Assistant General Counsel for Covert Affairs

SUBJECT: Amendment of Espionage Stamp

DATE: 6 February 1950

1. Title 18 of the United States Code was recently enacted into positive law as of 25 June 1948, which included the Espionage Act of 1917, as amended. Consequently, we feel that you may wish to have the Espionage stamp amended. We note that the Department of the Army has changed its stamp to read as follows:

"This document contains information affecting the national defense of the United States within the meaning of the espionage laws (Title 18, U. S. C., Sections 793 and 794) /25 June 1948/. The transmission or the revelation of its contents in any manner to an unauthorized person is prohibited by law." (N.B. ~~Bracketed date supplied by us~~).

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2. The above citation would also necessitate a change in paragraph 6.f. of [REDACTED] 4 February 1948, and possibly in other Agency publications.

cc: Management Officer



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## CENTRAL INTELLIGENCE GROUP SECURITY REGULATIONS

### I GENERAL

#### 1. CONCEPT OF SECURITY

a. Security, as applied to an intelligence organization, is defined as a condition which assures the safeguarding of valuable information and the protection of physical and human assets, the compromise of which might seriously impair the interest of the Nation. In the intelligence field, it is imperative that a true state of security exist in time of peace, as well as in time of war.

b. Even a partial compromise of security represents a loss which never can be regained—the damage is done. To prevent such a contingency requires the complete and unfailing cooperation of each and every member of the Central Intelligence Group, irrespective of position. Any employee, through carelessness, negligence, or by relaxing his security vigilance, even temporarily, may cause vital information to fall into the hands of unfriendly interests who are always on the alert to take advantage of lapses. Aside from the potentially grave consequences which acts of this type may cause, much valuable documentary material assembled at the expense of great effort on the part of many members of this organization may be completely nullified. Therefore, it is the responsibility of each individual employee of the CIG to train himself in the perpetual and unrelenting observance of all elements of security. Effective security is largely a matter of habit, the habit of discretion and care which has become second nature through constant usage. It must be cultivated by all employees if our mission and objectives are to be fully realized.

#### 2. POLICY GOVERNING USE OF OFFICIAL DATA

a. All information received or compiled by the CIG is official data and is the property of the United States Government. No officer or employee has any property interest in such information. The restrictions and prohibitions provided in this instruction apply not only to all intelligence information and material, but also to any statistical, administrative or general information, regardless of the fact that such information may already be a matter of general public knowledge. This shall also apply to all official data used or compiled by CIG and obtained from outside sources, public or private.

b. Official data are restricted to use in the performance of the official business of CIG and shall not be copied or removed from the files or from the premises of CIG except for official purposes.

c. No person connected with CIG in any official capacity shall accumulate copies of documents containing any such data for inclusion in a personal file, nor shall any person appropriate to his personal use, any official data acquired by virtue of his employment in CIG.

d. Exceptions to the regulations contained in this instruction will not be made except upon written approval of the Director of Central Intelligence. Authority to release official data shall be limited to officials designated by the Director of Central Intelligence.

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### 3. POLICY GOVERNING UNOFFICIAL PUBLICATIONS AND RELATED MATTERS

The following policies are announced for the protection of CIG personnel in the interpretation of the various paragraphs of the Secrecy Agreement, upon the provisions of which, at their own willing acceptance, employment is conditioned. These policies are necessary in order to establish a procedure for clearance of public statements, releases to the press, official or unofficial publications, speeches or similar undertakings which might result in inadvertent disclosure of classified information. These policies are further necessary to preserve the confidential nature of employees' official positions and duties and to prevent inferences of official policy on the part of CIG in connection with national or international problems. The involvement of CIG employees in controversial matters of widespread importance may not only reveal official position and duties but may be construed as indicating CIG official policy.

#### a. *Publications and Utterances Relating to Intelligence*

Except by special direction or authorization in the name of the Director, no person employed by, or assigned to the Central Intelligence Group, shall ~~teach a~~ course, ~~conduct a seminar,~~ publicly make a speech, or read a paper, or write for publication ~~any material,~~ the subject matter of which relates to intelligence or to the organization and functions of the CIG or other intelligence agencies.

#### b. *Other Publications, Activities and Utterances*

Clearances must be obtained by written application with respect to unofficial courses, addresses and publications believed to lie outside the prohibition set forth in subparagraph "a" above. Such applications shall enclose, in appropriate cases, the actual text of the proposed address or publication. Applications shall be addressed to the Director of Central Intelligence, through the appropriate Assistant Director and the Executive for Inspections and Security. Burden of proof that classified information will not be divulged rests with the applicant. Further, the applicant must establish that material to be publicized and the circumstances thereof do not involve controversial matter of national importance which might tend to disclose the author's official position and duties or appear to indicate by inference an official policy of CIG.

This paragraph does not apply to extemporaneous addresses arising from requests which would be embarrassing to refuse, so long as CIG personnel so called upon discuss subjects which are in no way allied to activities of the CIG, and so long as neither the speakers' connection with CIG nor the subject of intelligence, nor national policy matters are mentioned.

#### c. *Announcement of Connection with CIG*

In the event that clearance is granted under subparagraph "a" and "b" above, CIG personnel will not, under these circumstances, allow themselves to be presented, indicated or introduced as connected with CIG except by special authorization in the name of the Director.

### 4. PENALTIES FOR NONCOMPLIANCE

In accordance with paragraph 5 of the Secrecy Agreement, and inasmuch as employment by CIG is conditioned upon compliance with it and with these Security Regulations, any failure to observe these regulations, or a disregard thereof, will subject the employee or employees involved to immediate dismissal or to such disciplinary action as may be directed by the Director of Central Intelligence.

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### SECRECY AGREEMENT

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1. I, \_\_\_\_\_, understand that by virtue of my duties in the Central Intelligence Agency, I may be the recipient of information and intelligence which concerns the present and future security of the United States and which belongs to the United States. This information and intelligence, together with the methods of collecting and handling it, are classified according to security standards set by the Central Intelligence Agency. I have read and understand the provisions of the Act of Congress of June 15, 1917 (Espionage Act), as amended, concerning the disclosure of information relating to the National Defense and I am familiar with the penalties provided for violation thereof.

2. I agree that I do not now, nor shall I ever possess any right, interest, title or claim in or to any of the information or intelligence or the methods of collecting or handling of it which has come or shall come to my attention by virtue of my connection with the Central Intelligence Agency, but shall always recognize the property right of the United States of America in and to such matters.

3. I do solemnly swear that I will never divulge, publish nor reveal either by word, conduct, or by any other means such classified information, intelligence or knowledge, except in the performance of my official duties and in accordance with the laws of the United States, unless specifically authorized in writing in each case by the Director of Central Intelligence.

4. I understand that no change in my assignment or employment will relieve me of my obligation under this oath and that the provisions of this oath will remain binding upon me even after the termination of my services with the United States.

5. I understand that my employment by the Central Intelligence Agency is conditioned upon my understanding of and strict compliance with "Security Regulations CIA", and the appendices thereto.

6. I take this obligation freely, without any mental reservation or purpose of evasion.

In witness whereof I have set my hand and seal this \_\_\_\_ day of \_\_\_\_\_ 19\_\_.

\_\_\_\_\_  
(Seal)

Sworn to before me this \_\_\_\_ day of \_\_\_\_\_ 19 \_\_,

at \_\_\_\_\_.

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